



JEFFERSON COUNTY COUNTY ADMINISTRATOR

311 S. Center Avenue, Jefferson WI 53549

Website: jeffersoncountywi.gov

***REVISED 03-14-2016**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: March 10 2016

SUBJECT: JEFFERSON COUNTY Meetings – Week of March 14, 2016

March 14, 2016 Monday	Planning and Zoning Committee – Site Inspections	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	UW Extension Education Committee	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
	Farmland Conservation Easement Commission	12:30 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
March 15, 2016 Tuesday	Human Resources Committee	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	Bridges Federated Library Board	6:00 p.m.	Pewaukee Public Library 210 Main St, Pewaukee
March 16, 2016 Wednesday	Land & Water Conservation Committee	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	Glacial Heritage Area (GHA) Implementation Team	4:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
March 17, 2016 Thursday	*HOME Consortium Board (Agenda added)	9:00 a.m.	Waukesha County Admin Building 515 W. Moreland Blvd. Rm G55 Waukesha
	Historic Sites Preservation Commission	7:00 p.m.	UW Extension 864 Collins Rd, Jefferson
	Planning and Zoning Committee – Public Hearing	7:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
March 18, 2016 Friday	No Scheduled County Meetings		
March 19, 2016 Saturday	Lake Ripley Management District	9:30 a.m.	Oakland Town Hall N4450 CTH A, Cambridge
March 20, 2016 Sunday	No Scheduled County Meetings		

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTIONS

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:00 A.M. ON MONDAY, MARCH 14, 2016

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Communications**
- 7. Site Inspections for Petitions to be presented in Public Hearing on March 17, 2016**
 - R3869A-16 – James Schroedl to create a lot around the existing home at N4895 County Road Y in the Towns of Aztalan, Farmington and Jefferson from property owned by the James & Susan Schroedl Trust and the Raymond & Cheryl Rupprecht Trust
 - CU1869-16 – Eric & Tricia Wiesneth for a conditional use duplex at N6170 Grey Fox Trail in the Town of Concord
 - CU1870-16 – Eric & Tricia Wiesneth for a conditional use extensive on-site storage structure at N6170 Grey Fox Trail in the Town of Concord
 - R3871A-16 – Robin Schroepfer to create a 1-ac building site at N8287 County Road Y in the Town of Watertown
 - CU1872-16 – Jacqueline A Weber & Julie K West for greater shoreland cutting than is allowed within the 35-foot shoreland buffer at W9259 Ripley Rd in the Town of Oakland
 - CU1871-16 – William Stroupe Trust for a conditional use home occupation/insurance office at W7462 County Road C in the Town of Oakland
 - R3870A-16 – Kurt Reed to create a 1-ac lot on Schwemmer Lane in the Town of Koshkonong
- 8. Adjourn**

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.



**University Extension Education Committee Agenda
Jefferson County
864 Collins Road, Room 12
Jefferson WI 53549**

DATE: Monday, March 14, 2016

TIME: 8:30 a.m.

Committee Members:	Paul Babcock (Chair)	Ed Morse
	Glen Borland (Vice Chair)	Dick Schultz
	Peter Hartz (Secretary)	

1. Call to Order
 2. Roll Call (establish a quorum)
 3. Certification of Compliance with Open Meetings Law
 4. Approval of Agenda (for possible rearrangement)
 5. Approval of University Extension Education Committee minutes for February 8, 2016
 6. Communications
 7. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
 8. Welcome to Lindsey, Administrative Assistant!
 9. Update, Discussion and Input on nEXT Generation Model
 10. Review of 2016 Departmental Budget
 11. Convene into closed session pursuant to Section 19.85(1)(c), Wis. Stats., Considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (affirmative roll call vote required)
 12. Reconvene into open session pursuant to Section 19.85(2), Wis. Stats., for consideration and possible action regarding items discussed in closed session. (affirmative roll call vote required)
 13. Discussion to Identify Future Agenda Topics
 - April 11 Meeting – Matt Hanson, Southwest Region Director, visit
 - State WACEC Conference – June 20-21 in Wausau, WI
- Adjourn
- Next Scheduled Meeting: Monday, April 11, 2016

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“Enriching people with knowledge, perspective, skills and aspirations. “University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.



Farmland Conservation Easement Commission Agenda

Jefferson County Courthouse

311 S Center Ave, Rm 203

Jefferson, WI 53549

Monday, March 14, 2016 @ 12:30 pm

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the March Agenda
5. Approval of the February 8, 2016 Meeting Minutes
6. Communications
7. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on Purchase of Agricultural Conservation Easements (PACE) applications
 - Greg Wilke, Town of Waterloo
 - Cliff Haberman, Town of Milford
9. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
10. Discussion on County Committee Structure
11. Discussion and Possible Action on Restructuring the Appraisal Fee Structure, i.e. Administrative Guidelines
12. Discussion and Possible Action on Planning 2016 Goals, Events, and Community Outreach
13. Discussion on Items for the Next Agenda
14. Next Scheduled Meetings:
 - April 11, 2016 @ 12:30 in Room 203
15. Adjournment

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at (920) 674-7101 so appropriate arrangements can be made.

**Agenda
Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549**

Tuesday, March 15, 2016 @ 8:00 a.m.

Committee Members: James Braughler, Chair; Jim Mode, Vice-Chair; Greg David, Secretary; Paul Babcock; and Michael Wineke

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments - Members of the Public who wish to address the Committee on specific agenda items must register their request at this time
6. Communications
7. Approval of February 16, 2016 minutes
8. First quarter, 2016, Retirement Recognitions to be presented to County Board
9. Discussion and possible action to eliminate one vacant part-time Disabled Benefit Specialist position, eliminate one vacant part-time ADRC Specialist position, eliminate one part-time Elderly Benefit and create one full-time Elderly and Disabled Benefit Specialist position at Human Services
10. Discussion on assigning future agenda items on Task Force assignments – Review Human Resources policy and operations countywide in classification and compensation; Enterprise Resource Planning software technology options; Professional development and training opportunities; recruitment and retention strategies; succession planning strategies
11. Discussion and possible action to amend the County's HIPAA Notice of Privacy Practices
12. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(b), consideration of employee discipline and Wisconsin Statutes Section 19.85 (1)(g), conferring with legal counsel concerning strategy to be adopted by the County with respect to litigation regarding an Equal Employment Opportunity claim in which it is or is likely to become involved.
13. Reconvene into open session for consideration and possible action regarding items discussed in closed session
14. Review Human Resources Department monthly Financial Report from December, 2015
15. Report from Human Resources Director
 - a. Human Resources January and February, 2016 monthly Reports
 - b. Vacant Position requests
 - c. Emergency Help requests
 - d. Summary of additional step(s) and/or benefits offered to new and current employees
 - e. Reclassification Recommendations
 - f. Leave of Absences approvals
16. Set next meeting date and agenda
17. Adjournment

Next scheduled meeting: Tuesday, April 19, 2016 @ 8:30am.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



741 N. Grand Ave., #210
Waukesha, WI 53186

P 262.896.8080
W bridgeslibrarysystem.org

Regular Board Meeting

DATE: Tuesday, March 15, 2016
TIME: 6:00 p.m.
PLACE: **Pewaukee Public Library**
210 Main Street
Pewaukee, WI 53072

AGENDA

1. Call to Order
2. Comments from the Public
3. Correspondence
4. Approve Minutes of February 2016 Meeting - Action
5. Approve Payment of Monthly Invoices - Action
6. Review Financial Reports
7. Reports: APL, Resource Library, Staff, Director
8. Approval of Library System's 2015 State Annual Report – Action
9. Non-Compliance of Mukwonago Community Library & Pauline Haass Public Library – Report & Possible Action
 10. Waukesha County Library Planning Committee (Act 150) – Discussion
 11. Bridges Library System Bylaws - Discussion
 12. Confirmation of Next Meeting: Monday, April 18, 2016 (Pewaukee Public Library)
 13. Adjournment

If you require a sign language interpreter, assistive listening devices, or other accommodations to participate in this meeting, please contact the Bridges Library System office (262-896-8080) at least 72 hours in advance.

Jefferson County Land & Water Conservation Committee Agenda
"Working Together to Protect & Enhance the Environment"

Jefferson County Courthouse
311 S Center Ave, Rm 112
Jefferson, WI 53549-1701

Wednesday, March 16, 2016 @ 8:00 am

Committee Members: Matthew Foelker (Chair), Ed Morse (Vice Chair), Peter Hartz (Secretary), Gregg Patrick (Member), Frank Anfang (FSA Rep)

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the March Agenda
5. Approval of the February 17, 2016 Meeting Minutes
6. Communications
 - Department of Agriculture, Trade & Consumer Protection (DATCP) March 2016 Reports
7. Citizen Comments (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Natural Resources Conservation Service (NRCS) Report
9. Discussion and Possible Action on Merging the Farmland Conservation Easement Commission with the Land & Water Conservation Committee
10. Discussion and Possible Action on the Snowmobile Trail Access on County Property
11. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP)
12. Discussion and Possible Action on Cancellations of Notices of Noncompliance – Farmland Preservation Program (FPP)
13. Review of the Monthly Financial Report (December)
14. Discussion on Items for the Next Agenda
15. Next Scheduled Meeting:
 - April 20, 2016 @ 8:00 am in Room 112
16. Adjournment

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Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at (920) 674-7101 so appropriate arrangements can be made.

**Glacial Heritage Area (GHA)
Implementation Team Meeting
March 16, 2016 - 4:00 to 5:30 p.m.
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549**

- 4:00 Welcome**
- 4:05 Approval of Minutes – August 19, 2015**
- 4:07 Jefferson County Parks Director Comments**
- 4:15 GHA – Future Direction/Coordinator Position – Steve Grabow**
- 4:45 Report from Subgroups**
 Trails
 River Corridor
 Education, Outreach & Communications
- 5:00 Friends Group**
- 5:15 Rock River Public Access – Cappie’s Landing**
- 5:20 Holzhueter Conservation Park**
- 5:30 Adjourn**

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C/o Waukesha County CDBG Program
Lead Agent
515 W. Moreland Blvd.
Waukesha, WI 53188
1.262.896.3370 (direct)
1.262.896.8510 (fax)

C/o Wisconsin Partnership for Housing Development, Inc.
Program Administrator
121 South Pinckney Street Suite 420
Madison, WI 53703
1888.318.4486 (toll –free)
1.608.258.5560 (direct)
1.608.258.5565 (Fax)

The HOME Consortium
Board of Directors Meeting
Thursday, March 17, 2016
Waukesha County Administrative Building
515 W. Moreland Blvd. Rm G55
Waukesha, WI 53188
@ 9:00 A.M.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes from the January 21, 2016 Board Meeting
4. Public/Staff Comment
5. WI Partnership Fund Balance Report
6. 2016 HOME Allocation/2016 Annual Plan
7. 2015 CAPER
8. Homebuyer Counseling
9. HOME and CDBG Mutual Cooperation Agreements Update
10. Hebron House/Gander House Apartments Update
11. Adjournment

All agenda items are potentially actionable

In accordance with the Americans with Disabilities Act, persons requiring any means of handicap accessibility for this meeting must contact Kristin Silva at 896-3370 (FAX 896-8510) at least 48 hours prior to meeting.

Agenda
Jefferson County Historic Sites Preservation Commission
UWEX Building, Jefferson, WI
Thursday, March 17, 2016
7:00 p.m.

Commission Members: Cindy Arbiture, Chair
Robert Birmingham, Vice-Chair
Julia Ince - Secretary
Ed Morse, Jefferson Co. Board Representative
James Levy
Michael Opager
John Molinaro

1. Call to Order
2. Attendance
3. Certification of compliance with the Open Meeting Law
4. Review of agenda
5. Approve the meeting minutes of January 21, 2016
6. Communications
7. Citizen Comments

New Business

8. Chip Brown, Historic Preservation Specialist, Wisconsin Historical Society, county map layering of historic survey results discussion
9. February meeting cancellation
10. Legacy contract update, fourth and fifth invoices received
11. Jefferson County Pauper Cemetery marker
12. Networking with Jefferson County Historical Societies

Old Business

13. Update Timber-frame house at N7477 County Hwy O, Town of Waterloo
14. Commission strategic planning session with Steve Grabow, April 27, 6:00 to 9:00 p.m.
15. Next Commission meeting date; April 21, 2016
16. Future agenda items

Adjourn

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: Thursday, March 17, 2016

TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance with Open Meetings Law Requirements**
4. **Approval of Agenda**
5. **Explanation of Public Hearing Process by Committee Chair**
6. **Public Hearing**

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, March 17, 2016, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.\

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, RURAL RESIDENTIAL

R3969A-16 – James Schroedl: Create a 3-acre lot around the existing home at **N4895 County Road Y** in the Towns of Aztalan, Farmington and Jefferson from PINs 002-0714-3644-000 (39.144 Acres), 008-0715-3133-001 (0.12 Acre), 014-0614-0111-000 (26.66 Acre) and 014-0615-0622-002 (1 Acre) owned by the James & Susan Schroedl Trust, and 008-0715-3133-000 (14.836 Acres) owned by the Raymond & Cheryl Rupprecht Trust.

R3870A-16 – Kurt Reed: Create a 1-acre lot on **Schwemmer Lane** in the Town of Koshkonong from part of PIN 016-0514-1844-001 (47.166 Acres).

R3871A-16 – Robin Schroepfer: Rezone to create a 1-acre building site at **N8287 County Road Y** from part of PIN 032-0815-1941-002 (22.3 Acres) in the Town of Watertown.

CONDITIONAL USE PERMIT APPLICATIONS

CU1869-16 – Eric & Tricia Wiesneth: Conditional use for a duplex at **N6170 Grey Fox Trail** in the Town of Concord on PIN 006-0716-1534-005 (3.63 Acres). The property is zoned Residential R-2.

CU1870 –16 – Eric & Tricia Wiesneth: Conditional use to allow an extensive on-site storage structure at **N6170 Grey Fox Trail** in the Town of Concord on PIN 006-0716-1534-005 (3.63 Acres). The property is zoned Residential R-2.

CU1871-16 – William Stroupe Trust: Allow a home occupation/insurance office at **W7462 County Road C** in the Town of Oakland on PIN 022-0613-3612-000 (29.9 Acres) in an A-1 Agricultural zone.

CU1872-16 – Jacqueline A Weber & Julie K West: Conditional use to allow greater cutting than is allowed within the 35-foot shoreland buffer at **W9259 Ripley Road** in the Town of Oakland. The site is on PIN 022-0613-0822-044 (0.632 Acres) and is zoned Residential R-1.

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A recording of the meeting will be available from the Zoning Department upon request.

Further information about Zoning can be found at www.jeffersoncountywi.gov



Lake Ripley Management District
Meeting of the Board of Directors
March 19, 2016
9:00 A.M.

Oakland Town Hall
N4450 CTH A
Cambridge, WI 53523

- I. Call to Order and Roll Call
- II. Public Comment
- III. Approve Minutes of Last Meeting (11/23/2015)
- IV. Treasurer's Report
- V. Lake Manager's Report
- VI. Old Business
 - A. Discussion and possible action on Replacement Vehicles
 - B. Discussion and possible action on Employee Evaluation Form
- VII. New Business
 - A. Discussion and possible action on Preserve/Restoration Proposals
 - B. Discussion and possible action on Wisconsin Shoreline Initiative
 - C. Discussion and possible action on Meeting Schedule
- VIII. Correspondence/Announcements
- IX. Adjournment